



July 26, 2023

Scott Carter
Fire Chief
Cartersville Fire Department
195 Cassville Road
Cartersville, GA 30120

VIA EMAIL

**RE: Site Hydrology Study & Report Proposal
Fire Station #5**

Dear Scott:

We are pleased to offer our services for a site hydrology study for the Cartersville Fire Station #5 project. We understand that a hydrology report of the site/existing detention pond is not currently available from the city, so this proposal provides the services required to create a report that will be utilized for the design of the new site and station. We appreciate the opportunity and look forward to working with you to accomplish this service for the City.

You will find outlined below the scope of services, design assumptions, deliverables and professional fees for this project.

SCOPE OF SERVICES

CROFT will perform stormwater calculations for the pre- and post-construction conditions of the project site in accordance with Georgia’s requirements. We will analyze the calculations to determine if the existing detention pond is adequately sized for the proposed Fire Station and its appurtenances. If the existing detention pond is found to be undersized, CROFT will provide a retrofit design to accommodate the additional stormwater runoff. We will present the calculations and our findings in a hydrology report.

DELIVERABLES

Deliverables will be provided electronically in PDF file format for your use.

PROFESSIONAL FEES

Professional fees for the project scope as outlined above will be as follows:

- Hydrology Study & Report\$12,500

Note: Expenses (mileage, reproductions, etc.) are included in the indicated fees above.

ADDITIONAL SERVICES

Additional services or changes to the project scope, as defined above, will be proposed and documented in writing and shall be formally approved by client. No additional fees will be charged without your prior written approval.

Scott, we understand that, if accepted and approved, this scope of work and associated fees will be added to our design contract for this fire station, and all the contract terms of that agreement will apply to this scope of work as well. We would like to thank you for the opportunity to submit this proposal and look forward to working with you on this project. Should you have any questions regarding this proposal, please do not hesitate to give me a call.

Sincerely,



Michael Gunn, RA
Croft & Associates, PC

City of Cartersville

APPROVAL:

Accepted by:

Matt Santini, Mayor

Signature

Date

Attest:

Julie Drake, City Clerk

Signature

Date